



SHASTA MOSQUITO AND VECTOR CONTROL DISTRICT

March 21, 2017

District Office, 19200 Latona Road, Anderson, CA 96007

MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES

1. Call to Order: District Board President Vickie Marler called the meeting to order at 1:04 P.M.

Roll Call

Trustees Present: Larry Mower, Vice President
Mike McNamara, Secretary
Ann Morningstar, Trustee

Trustees Absent: None

Others Present: Peter Bonkrude, District Manager
Darcy Buckalew, Administrative Office Manager
Guangye Hu, Assistant Manager
John Albright, Vector Ecologist
Kelly Cleland, Field Supervisor
Al Shabazian, Vector Control Technician
Robert Ault, Vector Control Technician
Jenna Ingebretsen, Administrative Analyst

2. Pledge of Allegiance: The meeting opened with the Pledge of Allegiance. **Vice President Mower led the pledge of allegiance.**
3. Approval of Agenda: **A motion was made by Vice President Mower and seconded by Secretary McNamara to unanimously approve the agenda.**
4. Public Comment: President Marler stated that this is the time for any person wishing to address the Board to do so.
5. Consent Calendar –
 - a) Minutes of the Regular Board Meeting held February 21, 2017.
 - b) February Payables in the amount of \$257,276.87. **A motion was made by Vice President Mower and seconded by Secretary McNamara and it was agreed to approve the consent calendar.**

6. Items Removed from the Consent Calendar –

7. Correspondence/Informational:

- a) Shasta Mosquito and Vector Control District Financial Report at 2/28/2017-
The District Manager stated that we are right where it is expected on the February financials. The next property tax monies show up on the April/May financials.
- b) Strategic Plan Update- The District Manager stated this agenda item has been updated and sections highlighted for the staff and board members to view easily.
- c) Thank you Letter- Vector Control Technician Haley Bastien- The District Manager stated that Ms. Bastien couldn't attend the meeting today, so she wrote a thank you letter to the board for giving her the opportunity to attend the AMCA annual conference in San Diego. Not only did Haley present a poster, but she also was awarded the Boyd-Ariaz Grass roots award. Haley stated that she was able to have the opportunity to meet and communicate with people in all fields of mosquito control from around the county. She also pointed out that, not only is California well equipped to deal with future problems of invasive species and disease, but that we are on the leading edge of data basing and sharing information statewide. Several other states are attempting to create a system that we have already had in place for years. The District Manager stated that Vector Control Technician, Robert Ault, also attended the AMCA annual conference and was awarded with the Young Professionals Award. Mr. Ault thanked the board for approving him to attend the conference. He also added that he was sponsored by Adapco, so he was able to help out in their booth, as well as attend various round tables where the young professionals were able to ask questions and get feedback from various sides of the mosquito industry. Mr. Ault stated the takeaways he had were that gutters were a surprisingly common source of mosquito larvae, dog heartworm spread from Aedes mosquitos is up 7% in the USA, and female Culex mosquitoes are significantly less likely to lay their eggs in water that mosquito fish have been in (even if the mosquito fish are no longer present). The District Manager added that Field Supervisor, Kelly Cleland, also attended the annual conference. Mr. Cleland stated that after 36 years working in the mosquito industry, this is the first AMCA annual conference he has attended. The conference opened his eyes to new ways to look at mosquito control, and he learned a lot. One of the more interesting presentations was about programmable drones (UAV). Kelly added that a technician can program the UAV to fly over an area and apply mosquito control product. If during the application anything throws it off course, such as wind, or it runs out of product, it marks where it left off and returns back to home base. When the issue has been addressed and it goes out to finish, it will begin from the point it left off from. This technology would significantly cut down on the amount of manpower currently needed to treat vernal pools in this area. During this agenda item, the board was also introduced to the new administrative analyst, Jenna Ingebretsen. The District Manager stated she came to us from Aztec Construction and we are happy to have her aboard. The board welcomed Jenna. Trustee Morningstar stated that Jenna's husband is one of her students at Shasta College, and she was impressed by him and his ability to be juggling all areas of his life and still get A's. Jenna thanked the board and said she was happy to be working at the District.

8. Manager's Report – The District Manager stated this report period has really moved quickly and shows no sign of slowing down. As shown by the notable event listing, we have been out in the community meeting with Cities, Counties and other stakeholder agencies in anticipation of a busy year. Some of the projects that have been worked on are the drafting of PSA's for the KLXR radio station, with a recording date set for late March, the fiscal 2017-2018 Budget Draft, a website Best Management Plan guide for Mosquito Districts, an interactive webmap showing the locations of all the mosquito districts in California, the update and filing of a warrant for the winter neglected pool program, and the application for ELC grant monies (Zika Grant). In addition to the work listed, we have continued to move forward with the laboratory remodel. We spent time with Hilbers construction in an attempt to "value engineer" the project scope, but were unable to reach the project goals within the Hilbers budget, which came in higher than Nichol Construction. We have scheduled a meeting with Nichol Construction to once more see if we can put together a scope of work that matches the needs of the District and be closer to the budget needs. In addition, staff will be reviewing the current and future year budgets to see if more money can be freed up to allow for more flexibility in the design. The District Manager added that we had a successful first daylong Manager/Supervisor Training at City of Anderson City Hall which all the managers and supervisors attended. We were also able to meet with a representative from Morgan telecom to discuss a phone system upgrade which we will be completing at the end of this month and well under the anticipated cost as part of the capital improvement plan. We were able to get the system for under \$5000 due to the company NEC selling their systems at half price as to reach their sales goals for their fiscal year end.

9. Department Reports:

- a) Guangye Hu, Ph.D., Assistant Manager - Operations Report – The Assistant Manager stated during this report period, the Operations Department continued to focus on physical control, equipment calibration and maintenance, tick collection, and employee training. Staff also started to inspect and treat for mosquito breeding in their zones. A total of 13 service requests were received from 5 communities, in which 38.5% each were from the Redding and Anderson, and 7.7% each from Bella Vista, Cottonwood, and Igo & Ono. One service request was for mosquito fish and all others were mosquito complaints. A total of 144 inspections were made in five communities, in which Anderson had 64.1% and followed by Redding with 21.4%. Staff made two treatments to control mosquito larvae with a microbial product and two applications of herbiciding. Some of the physical control areas staff worked on with Cal-Fire Sugar Pine crews were Story Ranch (Anderson), Nursery (Anderson), Godman (Cottonwood), Francis Way (Cottonwood), and Hawes/Bozeman (Anderson). Staff also conducted backhoe work at Godman property, the District empty lot, and the Morton property next to the District empty lot. The winter pool project began and is anticipated to be completed in the next month. These pools we check to make sure fish are still present. This will assist us in the summer with the pool program also. The Assistant Manager also stated that he will be attending the MVCAC annual conference in San Diego where Field Supervisor Mike Alexander will be presenting a poster for the conference.
- b) John Albright, Vector Ecologist – Vector Ecology Report – The Vector Ecologist stated the District has continued to set three New Jersey-style light traps through the winter in low elevation areas of the District. Generally, the average number of mosquitoes per week has been about one or two per trap. We also began setting CO2-baited encephalitis virus surveillance (EVS) traps on a weekly basis at about ten to fourteen locations within the

District. Since we haven't really done this much trapping in the off-season before, the results have been rather interesting. As we expected, cool weather *Culiseta spp.* mosquitoes were frequently found. Also overwintering *Anopheles spp.* mosquitoes were common. What was surprising was that *Culex spp.* mosquitoes, which overwinter as adults were the most common mosquitoes found in the CO2-baited traps. *Culex spp.* mosquitoes have peak populations in mid-summer and were previously thought to remain largely inactive in the environment from about November through April. No evidence of *Culex spp.* breeding, such as larval sources or male mosquitoes in the traps, has been found so far in 2017. Nonetheless, their presence of active overwintering *Culex spp.* in the traps indicates that they are not as dormant in the environment as we previously thought at this time of year. Although historical data shows that *Aedes sierrensis* mosquitoes (the western treehole mosquito) are usually beginning to make their presence known this time of year, continued cool, wet weather has kept their population undetectable so far this year. All *Aedes spp.* that show in the graph at this time of year are from an extremely large hatch of *Aedes sierrensis* that occurred at this time last year.

10. Committee Reports

- a) Executive –
- b) Financial – President Marler stated that the Financial Committee met today and discussed the preliminary budget for the 2017-2018 Fiscal Year, the build project and possibly financing a portion of it though an outside source such as a bank. The Finance Committee asked staff to work for more of a balanced budget look for an account to cut, and look at revenue sources. The Finance Committee will meet again in April to review and discuss the adjusted budget.
- c) Personnel Committee–
- d) Oversight Committee–
- e) Ad Hoc Build Committee–

11. Old Business:

12. New Business:

- a) Discussion and/or approval to cast one vote for Special District Representative to the Local Agency Formation Commission (LAFCO) to serve as an Alternate Member. The Shasta Local Agency Formation Commission (LAFCO) is a legislatively established commission responsible for coordinating logical and timely changes in local governmental boundaries, conducting special studies that review ways to reorganize, simplify, and streamline governmental structure, and preparing a sphere of influence for each city and special district within each county. Whether independent or dependent, formation of a special district, as well as changes of organization and reorganization proposed by special districts is subject to LAFCO approval unless the principal act under which the district was formed specifically excludes LAFCO involvement. The term for this position will expire August 2020. Each independent district may cast one vote. **A motion was made by Vice President Mower and Seconded by Secretary McNamara and it was agreed unanimously to vote for Trustee Morningstar to serve as Special District Representative to the Local Agency Formation Commission (LAFCO) to serve as an Alternate Member. Trustee Morningstar abstained from the vote.**

- b) Discussion and/or approval of the passage of a local resolution 2017-01 declaring April 16th- 22nd West Nile virus and Mosquito and Vector Control Awareness Week. The District Manager stated Mosquito Awareness week is a good opportunity to promote mosquito and vector control and the important public health service they provide. With the passage of this Resolution by the District and the State legislature, we will reach out to other local government bodies to pass similar resolution language. We intend to also send a press release to correspond with the selected week. **A motion was made by Secretary McNamara and Seconded by Trustee Morningstar and it was agreed unanimously to authorize the passage of a local resolution 2017-01 declaring April 16th- 22nd West Nile virus and Mosquito and Vector Control Awareness Week.**
- c) Discussion and/or approval for the District Manager to attend the MVCAC Quarterly Meeting in Seaside, CA May 4-5, 2017, in an amount not to exceed \$1150.00 from the following account numbers #35900-Travel, #35950-Lodging and #35949-Meals. The District Manager stated the MVCAC Spring Quarterly Meeting in Seaside, CA is an education and networking opportunity that consists of a Board of Directors and Committee meetings. This meeting provides ample opportunities to network with vector control professionals, researchers and educators. Currently the District Manager serves as the Sacramento Valley Regional Representative, is a member of the IT committee, and is a member of the Regulatory Affairs Committee. **A motion was made by Vice President Mower and Seconded by Secretary McNamara and it was agreed unanimously to approve for the District Manager to attend the MVCAC Quarterly Meeting in Seaside, CA, May 4-5, 2017, in an amount not to exceed \$1150.00 from the following account numbers #35900-Travel, #35950-Lodging and #35949-Meals.**

CLOSED SESSION OF THE BOARD OF TRUSTEES - The Board convened to Closed Session at 1:41 P.M.

- a) Public Employee Personnel Matter pursuant to Government Code (§54957)—
Consideration of performance review and employment status of District Manager.

THE BOARD WILL RECONVENE TO OPEN SESSION – The Board reconvened to Open Session at 1:50 P.M.

- b) Closed Session Announcement(s). – President Marler stated that the Board had given the District Manager an acceptable review and will continue employment. The Board stated they will review the performance evaluation in April in a closed session with the District Manager.
13. Trustee Comments, Requests for Future Agendas Items and/ or Staff Actions: *The Board may not legally take action on any item presented at this time other than to direct staff to investigate a complaint or place an item on a future agenda unless (1) by a majority vote, the Board determines that an emergency situation exists, as defined by Government Code Section 54956.5, or (2) by a two-thirds vote, the board determines that the need for action arose subsequent to the agenda being posted as required by Government Code Section 54954.2(a).*

14. ADJOURNMENT –

Upcoming Events and SMVCD Office Schedule:

- *April 18, 2017 Shasta MVCD Regular Board of Trustees Meeting (SMVCD Boardroom)*
- *April 21, Redding Rancheria Earth Day, Win River*
- *April 22, 2017 Whole Earth and Watershed Festival, Redding City Hall*
- *May 16, 2017 Shasta MVCD Regular Board of Trustees Meeting (SMVCD Boardroom)*
- *May 29, 2017 SMVCD Office closed in observance of Memorial Day Holiday*

Upcoming Training:

- **Available anytime: web-based, required (every 2 years) Ethics Compliance Training – AB1234** - paste the following link into browser: <http://fppc.gov/index.php?id=477>. Once you have completed this course, be sure to print out your certificate of completion and bring a copy to the office for our files.

The Board meeting was adjourned at 1:51 p.m.

MINUTES APPROVED: _____
